

**MINUTES
MEETING OF THE
TENNESSEE COMMISSION ON AGING AND DISABILITY
THE SHERATON DOWNTOWN HOTEL
623 UNION STREET
NASHVILLE, TENNESSEE
May 9, 2006
Suite 6**

Members Present:

Mr. Robert Brandon
Dr. Sun-Hwan Chu
Ms. Diane Cornell
Ms. Deborah Cunningham
Ms. Judy Eads
Mr. Shelburne Ferguson, Jr.
Mr. John Fisher
Ms. Tam Gordon
Ms. Bonnie J. Howard
Mr. William Johnson
Ms. Teresa McCadams
Ms. Deborah Neill
Mr. Judson Palmer
Mr. Leonard Price
Ms. Ruby Stewman
Ms. Elizabeth Stovall
Ms. Jacqueline Talley
Ms. Wanda Willis
Mr. Donald Woodlee

Members Absent:

Rep. Lois DeBerry
Sen. Curtis Person
Mr. John Arriola
Ms. Bettie Davis
Mr. Jerry Hill

Pam Hayden-Wood, Office of the Attorney General, was also present.

Chair Howard called the meeting to order at 9:00 a.m. The roll was called, and attendance is listed above.

APPROVAL OF THE FEBRUARY 2006 MINUTES

Chair Howard asked if there were any corrections, additions, or deletions to the Minutes of the February 2006 meeting. There were none.

Ruby Stewman moved approval of the minutes as recorded. The motion was seconded by Diane Cornell and passed.

TCAD STAFF UPDATE

Margaret Rose introduced Linda Darnell and Deborah Coleman, nurses hired to work with the Statewide Home and Community Based Services Medicaid Waiver Program. Lucy Utt introduced Mary Beth Best, formerly regional SHIP coordinator at the Greater Nashville Area Agency on Aging and Disability. Following the promotion of Ms.

Utt to the position of Community Services Supervisor, Ms. Best assumed the position of State Health Insurance Assistance Program (SHIP) Coordinator.

Teresa McCadams was introduced as the new Commission member recently appointed to serve the remaining term of Virginia Acree (Northwest, TN) due to her resignation. All members of the Commission introduced themselves in order to acquaint Ms. McCadams with the Commission.

AREA PLAN REVIEW COMMITTEE REPORT

Bob Brandon, Chair of the Area Plan Review Committee, reported the Committee's recommendations and asked for the Commission's approval to proceed with each recommendation. They are as follows.

Greater Nashville: No program conditions. The Area Plan Review Committee recommends: approval with conditions for the budget, pending study by fiscal section. There should be no delay of contracts for services. Staff are authorized to give unconditional approval at the conclusion of the study.

Roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola			
Robert Brandon	X		
Sun-Hwan Chu	X		
Diane Cornell	X		
Deborah Cunningham	X		
*Bettie Davis			
Shelburne Ferguson	X		
John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		
Elizabeth Stovall	X		
Donald Woodlee	X		
*Tam Gordon			
Judy Eads	X		
Deborah Neill	X		
Jackie Talley	X		
Wanda Willis	X		
*Senator Curtis Person			
*Rep. Lois DeBerry			
*Members Absent			

First Tennessee: Same as Greater Nashville.
Roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola			
Robert Brandon	X		
Sun-Hwan Chu	X		
Diane Cornell	X		
Deborah Cunningham	X		
*Bettie Davis			
Shelburne Ferguson	X		
John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		
Elizabeth Stovall	X		
Donald Woodlee	X		
*Tam Gordon			
Judy Eads	X		
Deborah Neill	X		
Jackie Talley	X		
Wanda Willis	X		
*Senator Curtis Person			
*Rep. Lois DeBerry			
*Members Absent			

East Tennessee: Same as Greater Nashville.
Roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola			
Robert Brandon	X		
Sun-Hwan Chu	X		
Diane Cornell	X		
Deborah Cunningham	X		
*Bettie Davis			
Shelburne Ferguson	X		
John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		

Elizabeth Stovall	X		
Donald Woodlee	X		
*Tam Gordon			
Judy Eads	X		
Deborah Neill	X		
Jackie Talley	X		
Wanda Willis	X		
*Senator Curtis Person	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

Southeast Tennessee: Same as Greater Nashville.

Roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola			
Robert Brandon	X		
Sun-Hwan Chu	X		
Diane Cornell	X		
Deborah Cunningham	X		
*Bettie Davis			
Shelburne Ferguson	X		
John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		
Elizabeth Stovall	X		
Donald Woodlee	X		
*Tam Gordon			
Judy Eads	X		
Deborah Neill	X		
Jackie Talley	X		
Wanda Willis	X		
*Senator Curtis Person	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

Upper Cumberland: No program conditions. The Area Plan Review Committee recommends approval to contract for services. Administrative budget on probation status because the Commission has not received all information requested for administrative cost determination. This plan will be reviewed again in August.

Roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola			
Robert Brandon	X		
Sun-Hwan Chu	X		
Diane Cornell	X		
Deborah Cunningham	X		
*Bettie Davis			
Shelburne Ferguson	X		
John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		
Elizabeth Stovall	X		
Donald Woodlee	X		
*Tam Gordon			
Judy Eads	X		
Deborah Neill	X		
Jackie Talley	X		
Wanda Willis	X		
*Senator Curtis Person			
*Rep. Lois DeBerry			
*Members Absent			

South Central: Same as Greater Nashville.
Roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola			
Robert Brandon	X		
Sun-Hwan Chu	X		
Diane Cornell	X		
Deborah Cunningham	X		
*Bettie Davis			
Shelburne Ferguson	X		
John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		
Elizabeth Stovall	X		
Donald Woodlee	X		
*Tam Gordon			

Judy Eads	<u>X</u>	<u> </u>	<u> </u>
Deborah Neill	<u>X</u>	<u> </u>	<u> </u>
Jackie Talley	<u>X</u>	<u> </u>	<u> </u>
Wanda Willis	<u>X</u>	<u> </u>	<u> </u>
*Senator Curtis Person	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

Northwest: Same as Greater Nashville.
Roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola	<u> </u>	<u> </u>	<u> </u>
Robert Brandon	<u>X</u>	<u> </u>	<u> </u>
Sun-Hwan Chu	<u>X</u>	<u> </u>	<u> </u>
Diane Cornell	<u>X</u>	<u> </u>	<u> </u>
Deborah Cunningham	<u>X</u>	<u> </u>	<u> </u>
*Bettie Davis	<u> </u>	<u> </u>	<u> </u>
Shelburne Ferguson	<u>X</u>	<u> </u>	<u> </u>
John Fisher	<u>X</u>	<u> </u>	<u> </u>
Bonnie Howard	<u>X</u>	<u> </u>	<u> </u>
William Johnson	<u>X</u>	<u> </u>	<u> </u>
Teresa McCadams	<u>X</u>	<u> </u>	<u> </u>
Judson Palmer	<u>X</u>	<u> </u>	<u> </u>
Leonard Price	<u>X</u>	<u> </u>	<u> </u>
*Jerry Hill	<u> </u>	<u> </u>	<u> </u>
Ruby Stewman	<u>X</u>	<u> </u>	<u> </u>
Elizabeth Stovall	<u>X</u>	<u> </u>	<u> </u>
Donald Woodlee	<u>X</u>	<u> </u>	<u> </u>
*Tam Gordon	<u> </u>	<u> </u>	<u> </u>
Judy Eads	<u>X</u>	<u> </u>	<u> </u>
Deborah Neill	<u>X</u>	<u> </u>	<u> </u>
Jackie Talley	<u>X</u>	<u> </u>	<u> </u>
Wanda Willis	<u>X</u>	<u> </u>	<u> </u>
*Senator Curtis Person	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

Southwest: Same as Greater Nashville.
Roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola	<u> </u>	<u> </u>	<u> </u>
Robert Brandon	<u>X</u>	<u> </u>	<u> </u>
Sun-Hwan Chu	<u>X</u>	<u> </u>	<u> </u>
Diane Cornell	<u>X</u>	<u> </u>	<u> </u>
Deborah Cunningham	<u>X</u>	<u> </u>	<u> </u>
*Bettie Davis	<u> </u>	<u> </u>	<u> </u>
Shelburne Ferguson	<u>X</u>	<u> </u>	<u> </u>

John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		
Elizabeth Stovall	X		
Donald Woodlee	X		
*Tam Gordon			
Judy Eads	X		
Deborah Neill	X		
Jackie Talley	X		
Wanda Willis	X		
*Senator Curtis Person	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

Aging Commission of the Mid-South:

The Area Plan Review Committee recommends conditional approval pending further documentation and review of program and budget portions of the plan to be concluded prior to the end of May.

Roll call vote was taken as shown below.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola			
Robert Brandon	X		
Sun-Hwan Chu	X		
Diane Cornell	X		
Deborah Cunningham	X		
*Bettie Davis			
Shelburne Ferguson	X		
John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		
Elizabeth Stovall	X		
Donald Woodlee	X		
*Tam Gordon			
Judy Eads	X		
Deborah Neill	X		
Jackie Talley	X		
Wanda Willis	X		
*Senator Curtis Person	Ex officio		

*Rep. Lois DeBerry
*Members Absent

Ex officio

AUDIT COMMITTEE REPORT

In absence of the Chair of the Audit Committee, John Arriola, Nancy Peace presented the report and minutes from the Audit Committee as taken at the May 4th Conference Call. She reported that the Comptroller's Office had given recommendations to TCAD staff for the draft charter that needs to be in place by June 30, 2006. The Committee revised the charter, and the draft was included in the notebooks. The Committee asked permission to go ahead with submitting the draft to the Comptroller's office. Ms. Peace said that the Committee is an internal audit committee within the Commission. The responsibility of the Committee will include reviewing the Comptroller's office compliance audits; making recommendations for ensuring there are no repeated findings; and assessing risks. The Committee will meet at least annually and update internal controls and update professional codes of conduct. TCAD will share letters from the Comptroller's Office with the Committee, and Perry Register, Fiscal Officer, will ensure a copy is sent to each Commission member.

The members of the Committee will be appointed to serve terms with each member serving as three-year staggering term once the Charter is approved by the Comptroller. The Committee membership will be presented to the Commission for approval or disapproval during the August meeting.

The timetable discussed at the May 4th meeting of the Audit Committee is shown below:

1. Present draft Audit Committee Charter to Commission for review and recommendations.
2. Approval/disapproval to permit Commission staff to submit draft to Comptroller's office.
3. TCAD staff to meet with Comptroller's office to obtain input.
4. Compile recommended changes made by the staff of the Comptroller's office.
5. Present final version to the Commission at the August meeting.
6. Present recommendations of the Audit Committee members to the Commission for approval/disapproval.

Motion was made by Judson Palmer, a member of the Audit Committee, to accept the draft charter and timeline and to move the charter forward. Chair Howard asked for approval, and the motion was carried by unanimous consent.

STATUS REPORT ON HOME AND COMMUNITY BASED SERVICES

Margaret Rose reported on current enrollment in the Options and Waiver programs. The Options Program remains full, having an enrollment of 1,512 individuals and has a waiting list of approximately 4,812 persons. The Governor's budget includes an additional \$800,000 which will allow service to approximately 200 additional people on the waiting list. Ms. Rose presented a chart showing growth of the Waiver Program since the first individual was enrolled in February 2004. About 1/3 of the individuals currently enrolled are adults with disabilities. The current TennCare Waiver expires on September 30, 2006, and that the Bureau of TennCare has completed the Waiver renewal application and sent it to the General Assembly for review and comment. The Bureau must submit

the application to CMS by the June 1st deadline. The renewed Waiver will be for five years and proposes to expand the services that the Waiver will offer as shown below.

New Services:

- In-home respite
- Assistive technology
- Personal care assistant
- Adult day care
- Pest control
- Assisted care living facility
- Electronic visit verification system

Existing Services:

- Case management
- Homemaker
- Home delivered meals
- Personal care
- Personal emergency response system
- Minor home modifications
- Institutional respite

Ms. Rose added that the Bureau has postponed implementation of presumptive eligibility, and TCAD is waiting for TennCare to reschedule training on this topic.

PROMULGATION OF COMMISSION MEMBERSHIP RULE

Ms. Rose also presented a rule change for the Commission's approval. The Comptroller's audit found that the Commission's rules that outline the membership of the Commission are not consistent with the statute. Current rules state that the Commission has 18 members and the statute says it has 25 members. Additionally, the rules do not reflect the name change to Commission on Aging and Disability. Promulgation of the rules will provide consistency with the statutes. Also, the word 'disability' was missing from the agency's name on several pages and will be corrected with the update. **Motion was made to accept the proposal to proceed with promulgation of the Commission membership rule and addition of 'adults with disabilities' throughout the document. Chair Howard asked for a roll call vote as follows. There were no abstentions or objections, and the motion was carried.**

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola			
Robert Brandon	X		
Sun-Hwan Chu	X		
Diane Cornell	X		
Deborah Cunningham	X		
*Bettie Davis			
Shelburne Ferguson	X		
John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		
Elizabeth Stovall	X		
Donald Woodlee	X		

*Tam Gordon			
Judy Eads	X		
Deborah Neill	X		
Jackie Talley	X		
Wanda Willis	X		
*Senator Curtis Person	Ex officio		
*Rep. Lois DeBerry	Ex officio		
*Members Absent			

NUTRITION CHAPTER FOR POLICY MANUAL

Louise Woodberry, TCAD's Nutrition Coordinator, presented an overview of the revisions of the Nutrition Chapter in the Policy Manual. The Nutrition Services Management Standards and Procedures Manual, Chapter 7, has been updated to reflect current Dietary Reference Intakes and the 2005 Dietary Guidelines for Americans, menu standards, the Nutrition Services Incentive Program, and newly established policies for Nutrition Services. The revised and updated Policies and Standards for the TN Commission on Aging and Disability Nutrition Service Programs, replaces the Nutrition Services Management Standards and Procedures Manual issued on April 8, 1996. The dietary guidelines are published jointly every five years by the US DHHS and the USDA. Menu standards established for nutrition services will assist in the provision of safe and nutritious meals which meet the requirements of the Older Americans Act and the Nutrition Service Standards.

TCAD staff members incorporated the current Dietary Guidelines, menu standards, and policy requirements in the updated nutrition manual. Jackie Bruce, TCAD's QA Coordinator, began discussion of changes to the Chapter 7. The revisions were reviewed and commented on by a statewide task force consisting of area agencies, nutrition service providers, staff from the Department of Fire Prevention, staff dietitian from the Department of Health, consultant-licensed dietitians, and the TCAD Executive Director and staff members. Approval of the chapter revisions were recommended by Ms. Woodberry. However, after much discussion and review of the Chapter 7, it was noted that additional costs would be incurred (i.e., background checks, new requirements, etc.). Also, the definition of incidental contacts should be clarified. **Motion was made by Shelburne Ferguson that the chapter be re-evaluated and put back on the August 2006 meeting agenda, and chapter comments should be sent back to TCAD. Chair Howard asked the Commission to feed comments back to Ms. Woodberry within the next 30 days.**

FY06 LEGISLATIVE ISSUES

Margaret Rose reported on legislative issues of interest to the elderly and disability community. Some bills have been passed, some have been taken off notice, and some are only caption bills, etc. Previously the Commission had given approval for combining the statute establishing TCAD and the long-term care statute, but after consulting with the attorney general's office, the recommendation was made to not address this merger during this session of the legislature.

THE ALLIANCE FOR DISABILITY POLICY BILL (SB2766/HB2844) PLANNING FOR SERVICES FOR PERSONS WITH DISABILITIES

Wanda Willis, Executive Director of Developmental Disabilities, reported on legislation (SB2766/HB2844) that establishes a task force to conduct a statewide needs assessment of persons with developmental disabilities other than mental retardation and to develop a plan to provide cost-effective home and community-based services for these individuals. Currently, there is not a program that provides extensive services. Costs associated with the meetings for the task force will not be significant and can be absorbed through existing resources of the Division of Mental Retardation Services.

COMMUNITY SERVICES

Lucy Utt presented an update on Medicare Part D. There are nationwide issues with the enrollment as the deadline of May 15th nears. TN SHIP staff are currently working to meet increased call volume generated by consumers who are considering enrolling now in order to avoid the late enrollment penalty. The SHIP continues to work with the CMS Regional Office and the Social Security Administration to assist consumers with the ongoing enrollment and access issues related to Part D.

Lucy also presented a status of the AmeriCorps VISTA Project. The project term is from April 17, 2006 through April 16, 2007, and may be extended for up to two additional years. The purpose of the project is to support up to 21 “members” and will initiate Medicare Part D volunteer counseling programs in each of the State’s 95 counties. Ms. Utt attended a 3.5 day Corporation for National and Community Service (CNCS) training for VISTA Supervisors in Atlanta, April 11-14, 2006. Mary Beth Best, new SHIP Director, will attend the same training in June. UCDD, the first AAAD to participate directly in the project, has one VISTA member in place who attended the 3.5 day CNCS Pre-Service Orientation in Atlanta, April 25-28, 2006, and began her one year of service on May 1, 2006. Several other AAADs have recruited individuals who are still in the application process.

Ms. Utt also briefed the Commission on the statewide Senior Center Workshop, held March 29-31, 2006, at Fall Creek Falls State Park, Pikeville, TN. Attendance was good with approximately 105 senior center staff participating. The focus for the meeting was future directions for senior centers and developing public and private strategic partnerships.

STATE FUNDING FORMULA COMMITTEE

John Fisher, Chair of the State Funding Formula Committee, presented the following information pertaining to the State Funding Formula for approval by the Commission. Comments had been received from all nine of the Area Agencies. Eight were positive, and one was negative. Mr. Fisher asked for approval to proceed with the rulemaking process with the formula as being presented as approved at the February 2006 meeting of the Commission. A rulemaking hearing was held at the Knowles Senior Citizen Center on April 19th. There were 2 positive and 2 negative comments. The Committee’s request for approval to go forward with the rulemaking process will include preparing paperwork to submit to the Secretary of State’s office, Attorney General’s

office, and respond to the two negative comments in writing from the Chair.

Chair Howard asked for a roll call vote to go forward with the rulemaking process as outlined by Mr. Fisher. Don Woodlee seconded the motion. The roll call vote is shown below and the motion was carried.

<u>Commission Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
*John Arriola			
*Robert Brandon			
Sun-Hwan Chu	X		
Diane Cornell	X		
Deborah Cunningham	X		
*Bettie Davis			
Shelburne Ferguson	X		
John Fisher	X		
Bonnie Howard	X		
William Johnson	X		
Teresa McCadams	X		
Judson Palmer	X		
Leonard Price	X		
*Jerry Hill			
Ruby Stewman	X		
Elizabeth Stovall	X		
Donald Woodlee	X		
*Tam Gordon			
Judy Eads	X		
Deborah Neill	X		
Jackie Talley	X		
Wanda Willis	X		
*Senator Curtis Person			Ex officio
*Rep. Lois DeBerry			Ex officio
*Members Absent			

NOMINATING COMMITTEE REPORT

John Fisher presented the report from the Nominating Committee that met via conference call on May 4th. Pursuant to the reading of the Bylaws, Article 3, Section 2, the Committee concluded that only those Commission members with two (2) years remaining on their term would be eligible for nomination to the appointment of officers. Mr. Fisher presented the slate from the Nominating Committee for the two-year appointment (2006-2008) of officers as follows.

Chair, Don Woodlee

Vice-Chair, Leonard Price

East Tenn. Rep., Diane Cornell

West Tenn. Rep., Elizabeth Stovall

Middle Tenn. Rep., John Arriola

Mr. Fisher stated that, in addition, nominations could be taken from the floor, pursuant to the Bylaws.

Mr. Fisher asked for Commission approval of the accepting nomination for all officers as named above. Judy Eads moved acceptance with the motion seconded by

William Johnson. Chair Howard asked if there were any nominations from the floor for each of the offices. Being none, the slate presented by the Nominating Committee was adopted unanimously.

The new officers will take their positions at the conclusion of the May Commission meeting.

TN4A

Aaron Bradley, President of the Tennessee Association for Area Agencies on Aging and Disability, acknowledged pleasure in working with Chair Howard and appreciated her leadership. TN4A wished her the best in future endeavors.

Issues cited by Mr. Bradley included the following:

- Waiver renewal application. The TN4A is supportive of changes, and happy to see that additional services have been added to the list of waiver services. He said that one service missing is ‘adult family homes’, and the aging network is working with legislative staff and the general assembly to get these services added.
- Fall Creek Falls Senior Center Director’s Event. Mr. Bradley expressed support of an annual event as a result of the success experienced at the March 29-31 event. AAAD’s have received positive feedback from the meeting.
- Choices for Care Rally. The TN4A was centerstage and very pleased with the statewide event organized by AARP.
- Strategic Planning Event. Mr. Bradley applauded the efforts to try and pull together a 3-5 year plan and AAAD’s looks forward to working with TCAD staff and the Commission on this effort.
- Area Plan Review. Mr. Bradley commented that a lot of hard work went into finalizing the area plans, and the TN4A is excited to work with the TCAD to have all area plans approved.
- Senior Center, Loudon County. Mr. Bradley noted that a \$2.5 million senior center was being built in Loudon County in the East Tennessee district. The facility is not yet open, but after touring it, Mr. Bradley commented that it will be one of the nicer facilities in the area. Chair Howard was recognized, and appreciation was expressed for her support of the Loudon County project.

REPORT FROM THE CHAIR

Chair Howard reported that she had attended two meetings and classes held by the East Tennessee Elder Watch project. Also, she mentioned the pandemic flu alert and inquired if the group would like more information on the subject. Judy Eads stated that she could arrange a presentation by the Department of Health at the August meeting.

TITLE VI CIVIL RIGHTS IMPLEMENTATION PLAN

Chair Howard requested that each Area Agency on Aging and Disability Director submit the name of at least one person from the respective districts to serve as members of the Commission’s Title VI Committee. During the state audit for TCAD’s Sunset Review, the following regarding the Title VI Civil Rights Implementation Plan was pointed out by the lead staff auditor.

- TCAD staff should seek African Americans and additional individuals from the community to review the Title VI Civil Rights Implementation Plan.
- TCAD is required to submit an annual Title VI Civil Rights Implementation Plan to The Director of the Title VI Compliance Commission; The Division of State Audit; The Office of Representative Henri Brooks, Tennessee General Assembly; and The Office of Representative Tommie Brown, Tennessee General Assembly.

REPORT FROM THE EXECUTIVE DIRECTOR

Nancy Peace reported the activities of the TCAD staff. TCAD staff is interested in the strategic planning process which will provide the basis for improvement in the executive director's report. Today's report is based upon the goals from the state plan with the following activities listed to support meeting the goals. (See attached).

Other items reported:

- The ADRC Advisory Committee meeting is scheduled for mid-May.
- 5-year renewal of the waiver – TCAD is working with the disability community to tweak definitions of assistive technology and will be working with AAAD's to develop the criteria to authorize a new group of service providers for the new proposed services listed in the waiver renewal.
- Beacon hosts the TCAD Resource Directory Database, and TCAD is hopeful that during next year all resource directories will be available online.
- Senior Center Director's Workshop. TCAD will be convening a workshop during the upcoming year.
- Strategic Planning Workgroup. TCAD has placed high priority on planning a fall retreat which will include developing a strategic plan and reviewing the format for area plans, etc.

NEW BUSINESS

Ruby Stewman briefed the Commission on the logistics of obtaining a copy of the newly-released report on long term care conducted by AARP's consultant, Roger Auerbach, on long-term care, published April 2006. The report analyzed the Centers for Medicare and Medicaid Services' four key building blocks of good management of long-term care services: access, financing, services and quality.

ADJOURNMENT

With no further business before the Commission, Chair Howard adjourned the meeting at 1:35 p.m. The next regularly scheduled meeting will be August 8, 2006, at 9:00 a.m. CST at the Sheraton Hotel Downtown, Nashville, TN.

Respectfully submitted,

Nancy C. Peace
Recording Secretary
Tennessee Commission on Aging and Disability